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19 September 1968

MEMORANDUM FOR: 25X1A9a
SUBJECT : CRS History - List of General Topics

1. Attached list is designed to meet the following basic requirements:

- a) serve as a basis or "rallying point" for an orderly and practical grouping of the varied activities and subject matter comprising potential material for our History;
- b) directly identify general topics with OCR concepts, missions and functions, permitting full and inter-related treatment of the analytical "what, how and why" aspects of a selected subject;
- c) help avoid any inadvertent under-playing of a subject;
- d) maintain flexibility to fit into our Outline.

2. I am assuming that the Topics per se will not necessarily become chapter headings. They can, along with the Sub-Topics, assist in our eventual distillation of chapter headings in non-functional terminology from our topical brew.

3. The following factors may be applied, as appropriate, to TOPICS nos. 3 through 12 as guidelines in the treatment of each subject;

- What OCR offers
- Type of support and to whom given
- Customer requirements and OCR responses
- Steps taken to meet new demands
- New concepts, procedures, hardware developed by OCR (Pioneering)
- Problems encountered - accomplishments
- Effectiveness of OCR services

4. Entries under the four columns following TOPICS are by no means complete. I have suggested a few in each case to indicate what might fit in where when we get to the Outline.

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Attachment

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